

## MINUTES OF A REGULAR MEETING

June 16, 2015

The meeting was called to order at 5:30 p.m. by Mayor Vaun D. Ryan.

A roll call was taken which showed council members Albert Foster, Aaron Weight, and Joe Burdick present. JR Bird was excused. Mayor Ryan stated that the meeting was a regularly called meeting and that notice of the time, place and agenda of the meeting had been provided to the local news media, to each member of the governing body, and was posted on the city web page and the state public meetings web page.

Others present included City Manager Ryan Snow, City Recorder Carolyn Wilcken, Assistant City Manager and Finance Director John Zilles, City Engineer Chris Thomsen, LeeNichole Marett, Glen Murphy, Lani Thurgood, Cole Thurgood, Mary Kettle, Mark Kettle, Sam Kettle, Marlene Kettle, Elvin Kettle, and Byron Colton present.

Opening prayer was given by Ryan Snow.

### **MINUTES**

A motion was made by Councilman Aaron Weight to approve the minutes of the regular meeting of June 2, 2015, after revision. Motion was seconded by Councilman Joe Burdick. Those voting Aye were Albert Foster, Aaron Weight, and Joe Burdick. Motion was carried unanimously.

### **SWIMMING POOL CHANGE ORDERS**

A motion was made by Councilman Joe Burdick that any change orders on the swimming pool project of less than \$10,000 may be approved by City Manager Ryan Snow after consulting with two elected officials assuming there are funds in the contingency portion of the pool budget and that any amount \$10,000 or greater will be brought to the entire council for approval. Motion seconded by Councilman Aaron Weight. Those voting Aye were Albert Foster, Aaron Weight, and Joe Burdick. Motion carried unanimously.

### **CITY MANAGER PURCHASE ORDER APPROVAL LIMIT**

City Manager Ryan Snow came before Council to discuss increasing the limit allowed on purchase orders that can be approved by the City Manager. The current maximum amount is \$500. It is proposed that the amount be increased to \$10,000. Ryan explained that after consulting with other cities, \$500 is on the low end with the majority of cities authorizing as high as \$100,000. After discussion, a motion was made by Councilman Aaron Weight to increase the amount from \$500 to \$10,000 as long as the amount is supported in the budget. Motion seconded by Councilman Joe Burdick. Those voting Aye were Albert Foster, Aaron Weight, and Joe Burdick. Motion was carried unanimously.

**K & K SANITATION SPRING CLEANUP REPORT**

Representatives from K & K Sanitation came before Council to give a report on this year's spring cleanup. They reported a total of 322 truckloads of trash were collected. This is an increase of 19 to 20 tons from last year. Mayor Ryan expressed appreciation for K & K's efforts. K & K presented an invoice to the city in the amount of \$6,000. K & K then stated that they are requesting the payment of \$6,000 go into the swimming pool fund.

**CITY MANAGER AGREEMENT APPROVAL**

Council has reviewed and accepted the terms for an agreement with Ryan Snow to serve as Roosevelt City Manager. After discussion, a motion was made by Councilman Aaron Weight to approve signing the contract as presented. Motion seconded by Councilman Albert Foster. Those voting Aye were Albert Foster, Aaron Weight, and Joe Burdick. Motion was carried unanimously.

**PROPERTY IMPACT AGREEMENT – TAMMY & LEE ABEGGLEN**

Council reviewed an agreement between Roosevelt City and Tammy and Lee Abegglen. This agreement specifies the city's responsibilities in mitigating the impact on the Abegglen's property caused from encroaching into their property to a greater extent that the Abegglen's felt they had agreed to. After discussion, a motion was made by Councilman Joe Burdick to approve signing the agreement as presented. Motion seconded by Councilman Aaron Weight. Those voting Aye were Albert Foster, Aaron Weight, and Joe Burdick. Motion was carried unanimously.

**NOTICE OF AWARD – LAGOON STREET DRAIN LINE**

Byron Colton of Horrocks Engineers came before Council to discuss the Lagoon Street Drain Line project. Bids have been received and reviewed. The low bid was from KD Excavating in the amount of \$117,297.50 and the high bid was in the amount of \$283,442.00. Byron is recommending that the project be awarded to KD Excavating. After discussion, a motion was made by Councilman Aaron Weight to approve accepting the bid from KD Excavating in the amount of \$117,297.50 as recommended by Byron Colton. Motion seconded by Councilman Joe Burdick. Those voting Aye were Albert Foster, Aaron Weight, and Joe Burdick. Motion was carried unanimously. Part of this award will include making sure the project either be finalized prior to UBIC or the contractor pull off the project for the week of UBIC with no penalty for going beyond the 60 days allowed for the project for that one week of UBIC. This project solves any storm water drainage issues, improves the sewer for the new pool, and solves any groundwater issues.

Councilman JR Bird arrived at the meeting.

**AIRPORT ROAD ASPHALT DISCUSSION**

City Engineer Chris Thomsen reported that after reviewing estimates and bids, it is recommended that Council award the bid for asphaltting the Airport Road to Nielson Construction Company in the amount of \$58,037.50. After discussion, a motion was made by Councilman Aaron Weight to approve signing the agreement as presented. Motion seconded by Councilman Joe Burdick. Those voting Aye were Albert Foster, Aaron Weight, JR Bird, and Joe Burdick. Motion was carried unanimously. They are scheduled to pave the road this coming Thursday.

**INDUSTRIAL ROAD ASPHALT COST SHARE DISCUSSION**

Councilman Joe Burdick stated that the Industrial Road is in bad condition and needs to be addressed. However, the \$200,000 that was budgeted toward this project was needed for the Airport Road project, so the Industrial Road project will have to be completed next year. It is being proposed that the Industrial Road property owners be contacted to determine their interest in participating with the City to make this project financially feasible. Council discussed a number of ideas to be explored including approaching the Community Impact Board for funding. Council will continue to explore all avenues for funding this project.

**COUNCIL MEMBER REPLACEMENTS DISCUSSION**

Notice has been placed in the newspaper notifying the public that there are two council positions that need to be filled for the remainder of this year. Those interested are to contact the City Recorder no later than July 2<sup>nd</sup> and express their interest in this position as interviews are scheduled for the next City Council meeting on July 7<sup>th</sup>.

**POOL CONSTRUCTION MANAGERS APPROVAL**

Council discussed the need to make sure the city's interests are monitored on the swimming pool project. Council previously approved Roger Eschler to work in this capacity. Council determined that Roger Eschler would monitor the construction part of the project and Gordon Snow would monitor the financial aspect of the project. A flow chart will be prepared designating the names and the areas of responsibilities they represent. After discussion, a motion was made by Councilman Aaron Weight to approve Roger Eschler and Gordon Snow to be construction managers as presented. Motion seconded by Councilman Albert Foster. Those voting Aye were Albert Foster, Aaron Weight, and Joe Burdick. Motion was carried unanimously.

**EXCESS PROPERTY DISPOSAL DISCUSSION**

City Manager Ryan Snow stated that he would like to move forward with selling excess city owned property in order to have funding to help economic development efforts for Roosevelt. Properties at issue are the property in Ballard and the excess Durigan Springs property. Ryan

explained some of the ideas he has come up with. Council directed Ryan to prepare a plan for Council review.

### **PURCHASE ORDERS**

A motion was made by Councilman Albert Foster to approve the following purchase orders. Motion seconded by Councilman Aaron Weight. Those voting Aye were Albert Foster, Aaron Weight, JR Bird, and Joe Burdick. Motion carried unanimously.

68210	Palmer's Tire	\$ 737.91
68167	Green Source, LLC	790.00
68169	Turf Equipment & Irrigation Inc.	656.54
68172	Napa	921.80
68173	Mountainland Supply Co.	784.50
68171	Cardwell Distributing, Inc.	970.01
	Cardwell Distributing, Inc.	784.45
68010	EDA Architects, Inc.	31,348.80
38190	J. Junior Hicks	576.00
68011	RB&G Engineering, Inc.	520.00
68118	IFA	1,349.55
68240	Teresa Mair	1,600.00
67475	Sunshine Roofing Co.	1,165.00
68258	Freedom Mailing Services, Inc.	1,226.61
68259	Mountainland Supply Co.	636.62
68012	Zion's Bank -Trust	1,750.00
68065	Mountainland Supply Co.	4,086.58
68064	Straight Shot Oilfield Services, Inc.	1,500.00
68351	Nielson Construction	543.40
68378	Maverikfleet Card Services	<u>6,559.98</u>
	<b>TOTAL</b>	<b><u>\$58,507.75</u></b>

### **CITY MANAGER REPORT**

Ryan Snow reported on his activities in adjusting to his new City Manager responsibilities.

### **COUNCIL REPORTS**

JR Bird reported on his progress with the Johnson Water boundary agreement. We are waiting for our city attorney to draft the agreement.

Joe Burdick reported on the golf pro replacement interview schedule.

Aaron Weight reported that there will be time during the Saturday UBIC program to give a report on the counties Centennial Celebration activities.

Albert Foster reported on attending a swimming pool construction meeting. Albert asked that pictures be taken as the pool construction progresses.

A motion was made by Councilman Aaron Weight to adjourn the meeting. Motion seconded by Councilman Joe Burdick. Those voting Aye were Albert Foster, Aaron Weight, JR Bird, and Joe Burdick. Motion carried unanimously.

Meeting adjourned at 8:16 p.m.

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Vaun D. Ryan, Mayor

ATTEST:

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Carolyn Wilcken, Recorder